

## ROUTING AND TRANSMITTAL SLIP

Date

1 JUL 1981

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

1. EO/DDA

2. ADDA

3. DDA

4.

5. Registry

| Action       | File                 | Note and Return  |
|--------------|----------------------|------------------|
| Approval     | For Clearance        | Per Conversation |
| As Requested | For Correction       | Prepare Reply    |
| Circulate    | For Your Information | See Me           |
| Comment      | Investigate          | Signature        |
| Coordination | Justify              |                  |

## REMARKS

Copies to all DDA OD's and Staffs on 2 Jul 81.  
ba

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

★ GPO : 1980 O - 311-156 (17)

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Executive Registry

81-1633

30 June 1981

Info Registry

81-1373

MEMORANDUM FOR: Deputy Director for Operations  
Director, National Foreign Assessment Center  
Deputy Director for Administration ✓  
Deputy Director for Science and Technology  
Director, Intelligence Community Staff  
General Counsel  
Comptroller

FROM: Deputy Director of Central Intelligence

SUBJECT: Liaison with the Congress

NO/A REGISTRY  
FILE: Liaison

1. As previously stated in the Director's Note and the 24 June 1981 Administrative Notice HN 1-177, the Legislative Liaison Branch will serve as the focal point for liaison with the Congress, its individual Members and their staffs; and with the Legislative Liaison Staffs of other Executive departments and agencies including the Intelligence Community. This Branch will keep the DCI and DDCI informed on all Congressional matters involving or affecting the Agency and the Intelligence Community. In order to carry out this responsibility, all Directorates and independent offices involved with Congressional affairs must coordinate and clear proposed activities with the Legislative Liaison Branch. A liaison officer will be in attendance at all briefings, hearings and meetings conducted on the Hill regarding Agency and Intelligence Community affairs.

2. Should there be any questions in this regard, please direct your inquiries to Chief of the Legislative Liaison Branch on x4151 or x9208.



B. R. INMAN  
Admiral, U.S. Navy